



DEVELOPMENT DIRECTOR

Family Connection-Communities In Schools of Athens seeks highly motivated and experienced applicants for our new Development Director position to lead fundraising efforts in support of our work.

Family Connection-Communities In Schools of Athens is a not-for-profit organization in Athens, Georgia, established in 1991. We facilitate collaboration among more than 100 partners for improved outcomes for children, youth, and families. Our Communities In Schools Site Coordinators surround students with a community of support, empowering them to stay in school and achieve in life. Our 18 full-time Neighborhood Leaders are *of* the community, *in* the community, and work *with* the community to address issues related to poverty.

- **Job Title:** Development Director
- **Reports to:** Executive Director
- **Full-time, including evenings & weekends as needed**
- **Highly competitive salary & benefits**

POSITION OVERVIEW:

The Development Director will work closely with the Executive Director and Board of Directors to develop and execute annual resource development plans to support continued growth and success of the organization. This is a new position and the Director will be foundational for expanding our development functions.

RESPONSIBILITIES:

Work closely with the Executive Director and Board of Directors to:

- Develop and execute the FC-CIS annual fundraising & communications plan
- Continue and expand financial support from individuals, foundations, corporations, and multiple levels of government
- Manage the implementation of development software
- Develop and maintain ongoing relationships with major donors and funders
- Create and execute a strategy for a large, sustained base of annual individual donors
- Oversee organization of special events, including annual Changing the Picture for Athens Children Awards Dinner
- Develop and track proposals and reports for all foundation, corporate, and government fundraising and contracting
- Implement communications plan to increase visibility and promote our mission and programs
- Other duties as assigned

REQUIRED QUALIFICATIONS:

- Experience in not-for-profit resource development
- Highly collaborative style
- Strong interpersonal, written, and verbal communication skills
- Excellent organizational and project management skills

- Ability to work independently and as part of a team
- A commitment to justice, equity, diversity, and inclusion
- A passion for FC-CIS's mission

PREFERRED QUALIFICATIONS:

- A Bachelor's or advanced degree in communications, nonprofit management, or a related field
- Familiarity with education, human service, and health systems
- Familiarity with the Athens-Clarke County community
- Experience with fundraising software

To apply for this position, e-mail cover letter, resume, and contact information for three references to jobs@fc-cis.org.

The position is open until filled.

No calls, please.

Family Connection-Communities In Schools of Athens is an equal opportunity employer and does not discriminate on the basis of race, color, religion, national origin, gender, age, marital status, sexual orientation, gender identity, family responsibilities, physical or mental disability, or political affiliation. All candidates meeting the qualifications are encouraged to apply. There will be reference checks and a criminal background check. Every applicant will be considered.